

FREDERICK COUNTY BOARD OF ELECTIONS

340A Montevue Lane

Frederick, MD 21702

Telephone: 301-600-8683 FAX: 301-600-2344

MINUTES of the September 5, 2018 Monthly Meeting of The Frederick County Board of Elections

The meeting was called to order at 12:31 PM, in Room 119 of the Frederick County Board of Elections, located at 340A Montevue Lane by the Board President, Mrs. Mary Lou Green.

PRESENT:

Mary Lou Green, President
Mark P. Jeffers, Jr., Vice President
Lawrence C. Hill, Secretary
Carlotta C. Joyner, Board Member
William L. Woodcock, Board Member
Daniel B. Loftus, Board Attorney

Stuart Harvey, Election Director
Noreen L. Schultz, Deputy Election Director
Christine Winer, Election Supervisor
Marc R. Welch, Election Administrative Assistant

GUESTS:

Deborah Carter, chair of the Frederick County Democratic Central Committee attended the meeting.

ADDITIONS / CHANGES TO AGENDA:

Mr. Harvey noted the addition of building security changes to New Business.

APPROVAL OF MINUTES FOR AUGUST 1, 2018 BOARD MEETING:

The Board discussed adjusting language in the FY18 Budget Closeout, to clarify the section. Mr. Woodcock made a motion to accept the minutes with the discussed changes. Mr. Jeffers seconded the motion, and it passed unanimously.

COUNCIL LIAISON COMMENTS:

Council Liaison was not present at the meeting.

ELECTION DIRECTOR'S REPORT:

Mr. Harvey reports that post-election work for the 2018 Gubernatorial Primary is ongoing, and preparation for the 2018 Gubernatorial General was underway. The Board welcomed Toni Beaird, as the Board's new Election Clerk Lead Advanced.

OLD BUSINESS

FY19 BUDGET:

Mr. Harvey provided an overview of the current status of budget accounts, and explained the FY18 charges which have been charged to the FY19 budget accounts, and how those will be rolled back to the appropriate accounts in FY18.

PETITIONS UPDATE:

Three petitions have been submitted and successfully verified. As a result, Earl Robbins will appear as an unaffiliated candidate for County Executive, Bud Otis will appear as an unaffiliated candidate for County Council At Large, and the Frederick County Firefighters will have Question D on the General Election ballot.

The Board discussed the procedures regarding petition verification. Mr. Harvey informed the Board that all signatures are verified, including those beyond the minimum required.

ELECTION JUDGES:

Training of Election Judges for the General Election will begin on September 11, 2018 and will continue through November 3, 2018. Training notices will be sent to judges via email. Mrs. Schultz anticipates approximately 200 additional judges will be needed.

There are approximately 50 judges who worked the Primary Election, but haven't yet been paid. Mrs. Schultz, Ms. Winer, and Mr. Harvey met with representatives of County Finance Division, and Human Resources to work out procedures to pay these remaining judges, as well as simplify the process for the General Election.

The Board discussed judges' pay rates, as well as training. The training schedule will be emailed to the Board.

GENERAL ELECTION PREPARATIONS:

Mr. Harvey provided an overview of preparations for the 2018 General Election. The Board discussed parking issues, and voter confusion at some polling places during the Primary Election.

Mr. Harvey provided the Board with information about the two-page ballot. The Board discussed changes to documentation, and forms to be used, as well as additional information, and suggestions from other jurisdictions where multi-page ballots are common.

The Board discussed forms used by Election Judges

Mrs. Green discussed critical and mandatory dates for the General Election with the Board.

BRUNSWICK CITY ELECTION:

Mr. Harvey gave the Board an overview of the recently completed Brunswick City Election.

UPCOMING MUNICIPAL ELECTIONS:

There are 3 municipal elections in September: Walkersville and Mount Airy will vote on September 10, 2018, and Emmitsburg will hold their election on September 25, 2018.

IN THE STREET:

Staff will have a table at In The Street in downtown Frederick on September 8, 2018, from 11a-5p. The League of Women Voters will assist with voter registration.

NEW BUSINESS

STAFFING CHANGES:

Mr. Harvey reports Helen Johnson, Temporary Election Clerk will resign, effective September 14, 2018. He is considering adding two or three additional temporary staff, possibly from the existing applicant list.

OTHER NEW BUSINESS:

The front door of the building will now remain locked during business hours. We will add a remote door release, but in the meantime, staff will go to the door to admit visitors as needed.

SCHEDULE OF NEXT MEETING:

The Board scheduled its next meeting on Friday, October 19, 2018 at 9:00 AM in the Frederick County Board of Elections Warehouse, located at 343 Montevue Lane.

ADJOURNMENT TO EXECUTIVE SESSION:

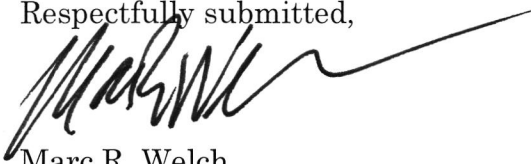
At 1:49 PM, Mr. Harvey requested that the Board meet in Executive Session in Room 119 of the Frederick County Board of Elections Office, located at 340A Montevue Lane. This action is in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section 3-305 (b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Mr. Jeffers moved to adjourn the meeting and proceed to Executive Session. Mr. Hill seconded the motion, and it passed unanimously.

At 2:37 PM, Mr. Woodcock made a motion to adjourn the Executive Session. Ms. Joyner seconded the motion, and it passed unanimously.

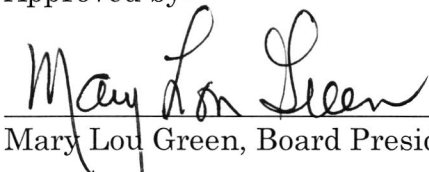
Meeting adjourned at 2:37 PM.

Respectfully submitted,



Marc R. Welch
Election Administrative Assistant

Approved by:



Mary Lou Green, Board President

2/6/19
Date